

**TOTOWA BOARD OF EDUCATION
294 TOTOWA ROAD
TOTOWA, NEW JERSEY 07512**

Vincent Varcadipane
Chief Business Administrator/Board Secretary

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April 23, 2021

TO: RESIDENTS BOROUGH OF TOTOWA

**CC: PUBLIC LIBRARY, MUNICIPAL CLERK (PLEASE POST)
& NEWSPAPERS**

SUBJECT: MEETING NOTICE

PLEASE BE ADVISED THAT due to the current State of Emergency, in accordance with N.J.S.A. 10:4-8(b), and guidance from the New Jersey Department of Community Affairs, Division of Local Government Services, the **April 28, 2021** Board of Education Regular Meeting will be held by remote means at **7:00 P.M.** Details how to access and participate in this meeting through remote means are listed herein and will be posted on the District Website, totowa.k12.nj.us.

The Public may observe the public portion of the meeting via Zoom with comments submitted by email. Please note the Board of Education will not be present, as previously advertised at the Board of Education Meeting located **in the Media Center at Washington Park School, 10 Crews Street, Totowa, New Jersey**. The Public is encouraged to participate by remote means using the Zoom Meeting Link URL and to follow the Public Comment instructions below.

When: April 28, 2021 7:00 P.M.

Zoom Meeting Link URL:

<https://us04web.zoom.us/j/71631572536?pwd=VVBzRnVqcHJVY1h2NmJKZ0ZHY0I2QT09>

Zoom Meeting Password: Totowa123!

Meeting ID: 716 3157 2536

Public Comment: The public will be able to comment prior to the Board of Education Meeting and/or throughout the Board of Education Meeting via email to vincent.varcadipane@totowa.k12.nj.us

Submitted,



Vincent Varcadipane
Chief Business Administrator/Board Secretary

Agenda

REPORT OF THE SUPERINTENDENT

1. Board Policies
2. Curricula
3. Appointment - Board Secretary
4. Appointment - Acting Board Secretary for Emergency Purposes

5. Appointment - Treasurer of School Monies
6. Appointment - Auditor
7. Appointment - Special Counsel
8. Appointment - Attorney
9. Negotiator
10. Appointment - School Medical Examiner
11. Appointment - Attendance Officer
12. Appointment - Acting Attendance Officer
13. Approval - Job Descriptions
14. Designation of District Newspapers
15. Bank Depositories
16. Appointment - Investment Officer
17. Appointment - Public Agency Compliance Officer
18. Approval - Chart of Accounts
19. Appointment - Safety and Health Designee
20. Representative - Northern Region Educational Services Commission
21. Alternate Representative - Northern Region Educational Services Commission
22. Contracts
23. Appointment - Purchasing Agent
24. Appointment - School Safety Specialist
25. Appointment - Student Safety Officer
26. Appointment - NJSMART Point of Contact
27. Appointment - District Anti-Bullying Coordinator
28. Appointment - HIB Anti-Bullying Coordinators
29. Appointment - HIB Anti-Bullying Specialists
30. Appointment - Affirmative Action Officer/504 Compliance Officer
31. Appointment - Substance Abuse Coordinator
32. Appointment - Right to Know Officer
33. Appointment - Integrated Pest Management Coordinator
34. Appointment - Officer of Public Records
35. Appointment - LEA NJSLA Coordinator / IT Contact
36. Appointment - ESSA Coordinator
37. Readoption - Evaluation Instruments for Administration
38. Readoption - Evaluation Instruments for Teachers
39. Readoption - Evaluation Instruments for other Certified and Non-Certified Staff Members
40. Pay Rates - 2021-2022 School Year
41. Approval of Petty Cash Funds
42. Mentoring Plan 2021-2022
43. Approval of Public Meeting Schedule
44. Instructional Resource List
45. Appointment - Data Coordinator
46. Appointment - District Technology Coordinator
47. Appointment - District Liaison with Law Enforcement
48. Appointment - District Educational Stability Liaison
49. Appointment - District Homeless Education Liaison
50. Appointment - District Bilingual/ESL Point of Contact
51. Appointment - District Testing Coordinator
52. Appointment - State Testing Coordinator
53. Appointment - Early Childhood Contact
54. Appointment - Intervention and Referral Services Coordination
55. Policy & Regulation Readoption 5200 - Student Discipline/Code of Conduct
56. Parliamentary Procedure
57. Northern Region Educational Services Commission Contract
58. Northern Region Educational Services Commission Contract
59. Bedside Instruction
60. Bus Evacuation Drill

61. Bus Evacuation Drill
62. Use of Facilities - Totowa Education Foundation
63. Use of Facilities - P.T.O. Tricky Tray Ticket Sales
64. Use of Facilities - P.T.O. Tricky Tray Ticket Sales
65. Student Teaching

REPORT OF THE SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY

1. Approval of Minutes – March 24, 2021 – Regular Meeting
2. Approval of Minutes – March 24, 2021 – Executive Session
3. Approval of Bills List – April
4. Acceptance of Financial Status Report – March
5. Monthly Financial Certification of the Board Secretary and the Board of Education – March
6. Acceptance of Bank Reconciliations – March
7. Acceptance of Board Secretary Report – March
8. Acceptance of Treasurer of School Monies Report – March
9. Acceptance of Financial Summary Report – March
10. Approval of Line-Item Budget Transfers – March
11. Acceptance of Revenue Report – March
12. Approval of Payment of Cafeteria Invoices
13. Approval of Additional Appropriations (Covid-19)
14. Approval of Public Notice Schedule for 2021-2022
15. Authorized Check Signatures – Student Activity, School Store and Donation Accounts
16. Authorized Check Signatures – School Accounts
17. Approval of Tax Shelter Annuities
18. Integrated Pest Management Coordinators
19. Approval of Code of Ethics
20. Approval of Requisition of Taxes for 2021-2022
21. Approval of Professional Service – Municipal Continuing Disclosure Cooperation Agent
22. Approval of Termite and Pest Control Contracts
23. Approval of Heating and Air Conditioning Service Agreement
24. Renewal of Lawn Care Service
25. Approval of New Jersey School Boards Insurance Group – Educational Risk and Insurance Consortium – West
26. Approval of Insurance Broker
27. Approval of Hunterdon County Educational Services Commission Cooperative Pricing System
28. Approval of The Educational Services Commission of New Jersey Cooperative Pricing System
29. Approval of Sourcewell Cooperative Pricing System
30. Approval of ACES Cooperative Pricing System
31. Approval of Lawn Care Program Services
32. Approval of Information Technology Database – Realtime
33. Approval of Contract – Strauss Esmay Associates
34. Approval of Fire Alarm Monitoring
35. Approval of 2021-2022 Purchasing Manual
36. Approval of Right To Know and Hazard Communication Services Contract
37. Approval of Asbestos Inspection Contract
38. Approval of Fixed Assets and Accounting Controls – Industrial Appraisal
39. Approval of Systems 3000 Annual Software License Agreement and Remote Requisition
40. Approval of Sourcewell Contract – Staples
41. Approval of Boiler Cleaning and Repairs
42. Approval of 2021-2022 Shared Service Agreements NRESC
43. Approval of Waste Removal Services Contract
44. Approval of 2021-2022 Memorial School IPM Plan
45. Approval of 2021-2022 Washington Park School IPM Plan
46. Approval of Totowa Schools Standard Operating Procedures and Internal Controls
47. Approval of Elevator Service Contract

48. Approval of E-Rate Consulting NJSBA Addendum
49. Approval of IDEA-B Non-Public Services – Northern Region Educational Service Commission
50. Approval of Chapters 192/193 Non-Public Services – Northern Region Educational Service Commission
51. Approval of 2021-2022 Agreement with NRESC Non-Public Nursing
52. Approval of Food Service Management Fee and Guaranteed Language
53. Approval of Cafeteria Meals Price List
54. Approval of Out of District Contracts 2021-2022
55. Approval of Lerch, Vinci & Higgins, LLP Engagement Letter
56. Approval of Medical Examiner Agreement
57. Approval of Innovation Designs for Education
58. Approval of Site Preparation for Artificial Turf Field Bid
59. Approval to Purchase Synthetic Turf Field
60. Approval of Emergency Repairs – Broken Trane AHU Coil
61. Approval of Raymond Reddin Board Attorney Agreement
62. Approval of Gym Floor Recoating